

**SAM – INFORMATION TECHNOLOGY**  
**General Procurement Procedures: Procurement of Goods and Services**

**Acquisitions Authority for IT Goods and Services Related to IT Projects** **5210**  
(New 09/2018)

Pursuant to Public Contract Code (PCC) 12100(b), all contracts for the acquisition of Information Technology (IT) goods and services related to IT projects, as defined in SAM Section 4819.2, shall be made by or under the supervision of the Department of Technology. The Department of Technology will conduct acquisitions on behalf of Agencies/state entities that are related to non-delegated IT projects, unless the Department of Technology authorizes an Agency/state entity to conduct the acquisition under purchasing authority granted by the Department of General Services (DGS).

Pursuant to Public Contract Code (PCC) 12102.2(e)(1), Agencies/state entities shall not conduct an acquisition for IT goods and services related to an IT project under acquisition authority (aka “purchasing authority”) granted by DGS unless the Department of Technology has either;

- 1) Delegated project authority to the Agency/state entity; or
- 2) Authorized the Agency/state entity to conduct the acquisition.

The Department of Technology may authorize Agencies/state entities to conduct acquisitions related to non-delegated IT projects under the purchasing authority granted by DGS. Written authorization provided by the Department of Technology must be maintained in the Agency/state entity’s procurement file. Agencies/state entities must adhere to DGS procurement procedures in the State Contracting Manual (SCM) when conducting acquisitions.

The Department of Technology will consult with DGS prior to delegating IT projects with procurements over the Agency/state entity’s DGS Delegated Purchasing Authority.

Pursuant to Public Contract Code (PCC) 12100(g)(2), the DGS Procurement Division (PD) will conduct acquisitions on behalf of Agencies/state entities in accordance with SCM procurement procedures for acquisitions related to delegated IT projects when the acquisition dollar value exceeds purchasing authority granted by DGS (as referenced in each Agency/state entity’s purchasing Authority Approval Letter).